

Section: **B**

Policy Number: **B-004**

Approval Date: **March 15, 1989**

Subject: **Community Involvement**

Total Pages: **1**

Revision Date(s) **May 15, 1991**

COMMUNITY INVOLVEMENT

Staff members at Community Living-Central Huron enjoy a privileged relationship with the people this organization supports. On occasion, a staff member may wish to hire an employee or tenant to work for them. Written approval to do so must be obtained from the staff member's supervisor. In such a case, a memo will be sent to their respective supervisors outlining the work required, the expected date and hours of work, and the rate of pay.

When staff members invite employees or tenants to accompany them on vacations or outings which involve the sharing of expenses, written approval must be obtained from the staff member's immediate supervisor. A memo to the supervisor will be written outlining the nature and the duration of the outing, the date, and the anticipated financial outlay. The supervisor will contact appropriate resource people to determine if such a proposal is desirable and feasible.

As a rule, Community Living-Central Huron does not support the involvement of large numbers of labelled people in a given public activity. When such an activity is contemplated, any staff member who intends to involve themselves should seek written approval to do so through the established lines of communication with the Executive Director being consulted.